

Minutes
Lakeway Municipal Utility District
Board of Directors Meeting
December 11, 2013

The Board of Directors met in REGULAR session at 9:30 a.m., at 1097 Lohmans Crossing, Lakeway, Texas, with the following:

Directors Present:	Karl Ansbach Kay Andrews Tom Brewer Jerry Hietpas Mel Neese
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Staff Present:	Earl Foster Loyd Smith
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QUORUM

1. Determine Quorum and Call to Order

Meeting was called to order at 9:30AM
President Ansbach declared a quorum of Directors present and called the meeting to order.

2. Pledge of Allegiance was led by Ansbach.

CITIZENS

3. None

AGENDA ITEMS

4. Discussion/Action regarding Water Storage Balance Evaluation For S-4 and S-5 Wastewater Plants

- Foster reviewed the memo that was given to the Board discussing the Water Balance and West to East Reuse Line.
- General Board Discussion
- Ansbach stated the project should be on hold until Foster can contact an Attorney about the TCEQ change to 210 and 309 Rules and present a budget to the BOD for approval.
- Neese moved to authorize Foster/Staff to contact Attorney and bring a proposal to the Board about the TCEQ change to 210 and 309 Rules; Brewer seconded. Motion passed unanimously.

5. Discussion/Action on the LCRA Emergency Order for 2014

- Foster gave an overview of the LCRA proposal to require Firm Water Customers to enforce 1 day per week irrigation when combined storage is less than 1.1M Acre Feet (A/FT) and no water for Interruptible Customers unless combined storage is greater than 1.1M A/FT. Only 100K A/FT for interruptible customers at 1.1M A/FT for each 100K A/FT increase. Interruptible Customers get an additional 24K A/FT up to 1.4M A/FT. At that time we revert back to Water Management Plan.
- General Board Discussion
- LCRA meeting January 15 was noted.
- No action was taken.

6. Consideration and action to enter into a contract with K2 Partners for Auto CAD Services for Clearwell and High Service Pump Station Projects.

- Foster reviewed the contract
- General Board Discussion
- Hietpas moved to approve the contract; Neese seconded. Motion passed unanimously.

7. Discussion/Action to Enter into a Contract with Goodwin Engineering, Inc. for Mechanical, Piping, and Electircal Engineering for the Clearwell and High Service Pump Station Projects.

- Foster reviewed the proposed Contract
- General Board Discussion
- No action was taken

.CONSENT AGENDA- Brewer moved to approved Consent Agenda items #8-9; Neese seconded. Motion passed unanimously.

8. Approve Minutes of Regular Meeting November 03, 2013.

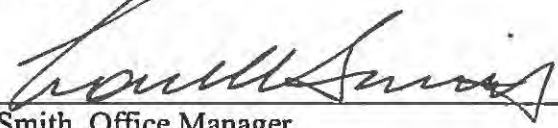
9. Approve District Information Form

10. Financial Report

- Discussion of Financial Report for October 2013.
- Discussion of Budget versus Actuals through October 2013.
- Discussion of Calendar.

ADJOURNMENT

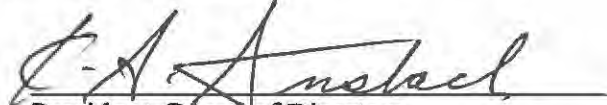
Respectfully Submitted,



Loyd Smith, Office Manager



Minutes approved on the 8th day of January, 2014.



C.A. Anstaele
President, Board of Directors

ATTEST:



Mel Heun
Secretary, Board of Directors

LAKEWAY MUNICIPAL UTILITY DISTRICT

1097 Lohmans Crossing • Lakeway, TX • 78734-4459
(512) 261-6222 • Fax (512) 261-6681



December 11, 2013

Mr. Ronnie Rood
K2 Partners, LLC
12357-A Riata Trace Parkway, Bldg 5, Suite 210
Austin, TX 78727

**RE: Lakeway Municipal Utility District
New 1.0 MG Clearwell & High Service Pump Station Projects**

Dear Mr. Rood:

This letter represents an agreement between K2 Partners, LLC and Lakeway Municipal Utility District (District) under which K2 Partners will provide sub-consulting services in connection with the above-referenced projects per the direction of the District's Engineer, Castleberry Engineering & Consulting, P.L.L.C. (CEC). CEC will direct work assignments through Christianne Castleberry.

K2 Partner's work for these projects will include management and support for generation of design level AutoCAD drawings for Lakeway Municipal Utility District (District) for construction of the new 1.0 MG Clearwell and High Service Pump Station Projects.

All drawings, data and other project information developed in the execution of the services provided under this agreement shall be the property of the District. During or after the termination of your employment, all documents, files, records, notes, and similar information, including copies thereof, that were prepared by you, or your employees or others, or provided to you by CEC or the District that were related to the above-referenced matter, shall be returned to District upon request.

Please provide your monthly invoices to the District, with attention to CEC, at the end of each calendar month. Invoices will be based on the hourly rate for you of \$65 per hour with compensation for each project based on your estimates provided on 11/8/13:

1 MG Clearwell Project

Deliverable submittal - approximately 18 drawings generated by K2 for \$11,440, with a not-to-exceed maximum of \$14,300.

High Service Pump Station

Deliverable submittal - approximately 18 drawings generated by K2 for \$12,025, with a not-to-exceed maximum of \$15,015, assuming that the 1 MG Clearwell Project is completed first.

Deliverables for each project will include three client submittals and a conformed set of drawings. Recently generated survey topography CAD files and tank manufacturer (plans, sections and details) CAD files will be transmitted to K2 Partners by CEC, on behalf of the District.

Use Water Wisely  *Every Drop Counts*

www.Lakewaymud.org

If K2 Partners anticipates that additional services are needed, you will notify CEC and obtain written approval before proceeding. Should additional tasks be assigned as the project progresses, the hourly rate applies. In your monthly invoices to the District, please include a description of service, time allotted to the service, and the monetary amount for the service provided.

If you are in agreement with the terms of this letter agreement, please sign both copies of this letter in the space provided below and return one copy to the District. The District and CEC looks forward to working with you!

Should you need additional information regarding this proposal, please contact either Earl Foster or Christianne Castleberry at 512-261-6222 at your convenience.

Sincerely,

Earl Foster

Lakeway Municipal Utility District

K2 Partners, LLC

By: _____
Earl Foster, General Manager

By: _____
Ronnie Rood, Partner

Cc: Christianne Castleberry, CEC